

**BY ORDER OF THE COMMANDER
AIR FORCE MATERIEL COMMAND**



AIR FORCE INSTRUCTION 10-248

AIR FORCE MATERIEL COMMAND

Supplement 1

6 JUNE 2004

Medical Command

FITNESS PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the AFDPO WWW site at:
<http://www.e-publishing.af.mil>

OPR: HQ AFMC/SGPP (Maj John Leitnaker)
Supersedes AFI40-501_AFMCS1, 9 Oct 02

Certified by: HQ AFMC/SGP (Col Judith A. Holl)

Pages: 6

Distribution: F

AFI 10-248, 1 January 2004, is supplemented as follows:

This is the initial publication and this supplement implements AFI 10-248, *Fitness Program*. It outlines the AFMC Fitness Program and applies to all military members, active duty, individual mobilization augmentee and participating individual ready reserve members assigned or administratively attached to AFMC. Units may further supplement this instruction as required. If supplemented, submit a copy to HQ AFMC/SGPP, 4225 Logistics Avenue, RM N209, Wright-Patterson AFB OH 45433-5761. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records disposition Schedule* (will convert to AFMAN33-322, Volume4).

1.9.3.2. (Added) Provide funds for continuing education of FPM to maintain HFI Certification.

1.9.3.3. (Added) Evaluates the need for additional manpower to provide services to all DoD beneficiaries and civil service populations. When total active duty force exceeds 6,000 members, the FPM duties will become seriously overtasked. An assistant to the FPM is highly recommended in those instances. If appropriate, provides authorization for a full-time (HFI) to assist the FPM. The HFI is assigned to the HAWC full time.

1.9.4.1.1. (Added) All cycle ergometry testing will be conducted at a centralized fitness assessment facility, preferably within the HAWC.

1.9.6.1. (Added) Ensures performance measures of unit/squadron compliance with AF fitness standards are presented at an appropriate venue e.g., wing-stand-up, Community Information Action Board, or other meeting where similar readiness related information is reviewed. Commanders and their support staff have access to unit, squadron, and group reports. The FPM may present the information, but unit commanders are responsible for the results.

1.10.4. (Added) Ensures AF Form 422 process is utilized facility-wide for fitness exemptions. Ensures providers refer members requiring waivers to Primary Care Managers (PCMs) for disposition.

1.11.1.1. (Added) Ensures HAWC's integration with fitness center is addressed in any renovation or construction plan.

1.11.2.1. (Added) Ensures safe and effective fitness improvement program classes are provided in fitness centers at no cost to the active duty member.

1.11.3.1. (Added) Collaborates with the health promotion manager (HPM) to identify fitness center staff training needs. Ensures attendance at training sessions by all fitness center staff and proper annotation of personnel training records.

1.11.4.1. (Added) Ensures Services facilities do not endorse or promote nutritional or dietary supplements unless officially approved by the Air Force. Submit requests for approval to the command consultant dietitian (74 MDSS/SGSD).

1.11.5.1.1. (Added) Ensures certified personal trainers are available to work with members enrolled in Fitness Improvement Programs.

1.12.3.1.1. (Added) Commanders must offer three unit-based programs per week, which members may participate in with another member of their unit. This may be as simple as performing physical training with another member from the same unit, training in a structured PT class provided by the unit PT leader, or a class offered by the Fitness Center.

1.12.3.1.2. (Added) Commanders need to specify members' attendance at unit-based programs dependent on fitness testing scores or commanders' overall program desires.

1.12.3.1.3. (Added) Unit-based programs must be accomplished on base with the exception of GSUs and other members whose primary duties are not at a base.

1.12.4.1. (Added) Physical training is a mission requirement. Commanders and supervisors provide reasonable duty time, up to 90 minutes 3 times per week, for physical conditioning. They may judiciously and occasionally extend work hours to meet mission requirements, but should not simply extend them to accommodate on-duty PT time.

1.12.8.1. (Added) Commanders may use letters, time off, or other ways to recognize personnel.

1.12.9.1.1. (Added) AFMC commanders may use appropriated funds in accordance with AFI 65-601 V1, *Budget Guidance and Procedures*, to award individuals that exceed fitness standards with an appropriate one time award to include an organizational type fitness coin as a mission accomplishment award. AFMC Supplement to AFI 36-2805, *Special Trophies and Awards*, authorizes the presentation of organizational coins as mission accomplishment awards. MAJCOM has funded this initiative for the first year or until supplies are exhausted.

1.12.13. (Added) Reviews unit reports from UFPM at least monthly and ensures reports are accurate. Notifies the UFPM when discrepancies are noted.

1.12.14. (Added) May develop local forms or procedures to track fitness conditioning and program compliance.

1.14.2.5.3.1. (Added) May use locally developed forms or procedures approved by the FPM to track member's participation.

1.19.6. (Added) Collaborates with Services when the installation fitness center is assessed for renovation or new construction.

1.19.7. (Added) Coordinates with the fitness center director for marketing of exercise classes offered within the HAWC as joint Health Promotion/Services activities.

1.20.3.1. (Added) Provides program education to personnel as requested (i.e., commander's call, group briefings, etc.). FPM is not required to track attendance at individual level.

1.20.4.3.1. (Added) The course will be a minimum of four hours of didactic and "hands on" practical training. A fitness center orientation will be in addition to any HAWC training.

1.20.4.3.2. (Added) The course will address the following areas (Atch1): Overview of the new program; testing procedures; principles of physical fitness to include aerobic, strength, and flexibility training, program development, and safety concerns in each of the topic areas.

1.20.4.3.3. (Added) The training and course development part of the training will use the "AFMC Fit to Fight" guide located at: <https://www.afmc-mil.wpafb.af.mil/HO-AFMC/SV/> . Other information is available at the AF Health Promotion Website:

<https://kx.afms.mil/ctb/groups/dotmil/documents/afms/knowledgejunction.hcst?function=HealthPromotion&doctype=home>

1.20.4.9. (Added) Trains HFI on base fitness assessment policies and procedures.

1.20.5.4. (Added) Budgets for Fitness Program using the 3400 appropriation. Coordinates purchases of demonstration exercise equipment for the HAWC with Services to ensure an integrated health and fitness program.

1.20.6.1. (Added) Serves as an advisor/consultant to the fitness center director on matters directly relating to exercise activities in the fitness center (within the scope of education and expertise of the FPM). Areas of concentration are Fitness Improvement Programs (FIPs), automated fitness assessments, and fitness activities requiring exercise knowledge.

1.20.7. (Added) Determines when members should obtain nutritional counseling as part of fitness improvement efforts.

1.20.8. (Added) Uses American College of Sports Medicine "Resource Manual for Guidelines for Exercise Testing and Prescription" for conditions and medications that affect cycle ergometry assessment.

1.23.2.1. (Added) Fitness Assessment Monitors (FAMs) will be trained on all new equipment, software, and test administration procedures by the FPM before conducting testing

1.24.5. (Added) Members on nicotine replacement therapy (NRT) can test 12 hours after removal of the patch. Use of NRT alone does not warrant a medical exemption.

1.27. (Added) **Health/Fitness Instructor (HFI):**

1.27.1. (Added) The HFI will assist the FPM in implementing the Fitness Program.

1.27.2. (Added) 2.24.2. HFI duties will include: instructing personnel in conditioning equipment usage; ensuring monitored fitness improvement programs are conducted and implemented appropriately; assisting in fitness assessments; and developing exercise prescriptions for active duty members, family members, retirees, and DoD civilians.

1.27.3. (Added) Examines all components of total health when accomplishing an exercise prescription including stress management, nutrition, family issues, etc.

1.27.4. (Added) Recommend the HFI be certified as an HFI by the American College of Sports Medicine or equivalent fitness organization, e.g., Aerobics and Fitness Association of America.

3.5.4.2.1. (Added) TDYs less than 31 days do not constitute a valid reason for fitness exemptions. Members can be given a TDY exemption from testing to keep them “current” in the system until their return.

5.3.2.6.1. (Added) Monitoring intensity of the exercise regimen is a critical component for success. It is recommended that members enrolled in the FIP monitor their program intensity by using heart-rate monitors, METs (a metabolic equivalent unit), or other FPM guidelines. Heart-rate monitoring is required in the FIP.

5.3.2.7.1.1. (Added) It is imperative for the integrity of the program that this program be directly monitored, and not be a self-documented exercise program. Unit fitness leaders, FIP instructors, and fitness center staff must either personally observe the individual exercising or use a computer-interfaced heart rate monitor system. Sign-in rosters without personal observation are not appropriate.

5.3.2.9. (Added) The FPM may utilize a fitness demonstration area to instruct proper usage of fitness equipment, monitoring participation until behavior modification has occurred. Clients are expected to use alternate locations (i.e., fitness center, home equipment, etc.) for fitness conditioning.

5.4.2.3. (Added) "Evaluation of the member's fitness program" means to evaluate all aspects of the individual's fitness improvement program, including a determination of whether or not the member met minimum fitness activity levels as defined in A2.1.

Attachment 15 (Added)**AFMC UNIT PHYSICAL TRAINING LEADER COURSE OUTLINE****1. Program Overview**

- a. New program guidelines and standards
- b. Leader expectations

2. Testing procedures (60 Minutes)

- a. Medical Screening
- b. Environmental conditions/concerns
- c. Safety concerns
- d. Performance of proper push-ups and crunches
- e. Proper performance of aerobic testing
- f. Height, weight, and Body Mass Index (BMI) considerations
- g. Proper measurement of Abdominal Girth to include “hands-on” training

3. Physical fitness principals (60 Minutes)

- a. Aerobic training and principles
- b. Strength training and principles
- c. Flexibility training and principles

4. Fitness program principals (60 Minutes)

- A. Basic program development per AFMC “Fit to Fight” guide at <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/SV/>
- B. Warm-ups and cool-downs
- C. Callisthenic and equipment-based (exercise bands/cords/ball, sandbags, etc.) programs
 - (1) Equipment demonstration
 - (2) Circuit training
 - a Run and walk programs
 - b Fitness motivation ideas
 - c) Other programs/exercise facilities unique to locale or base services programming
 - d) Safety considerations and overuse injury prevention in unit programs

5. Hands-on practical program application of Fitness Program Principals (60 Minutes)

- a. Instructors demonstrate and have class members duplicate simple warm-up/cool down exercises, stretches, and basic program exercise choices
- b. Conduct an example of a typical comprehensive exercise session (20 minutes)

6. CPR Training (Recommended)

7. Periodic attendance at Services or HAWC taught classes (Recommended)

THOMAS S. BAILEY, JR., Brigadier General, USAF
Command Surgeon